

Miami Township Fire and EMS Operating Procedures



TITLE:

FIRE ALARM ACTIVATION OPERATING PROCEDURE

#505

EFFECTIVE DATE:

11/15/2013

DATE AMENDED:

09/18/2015

REVIEW DATE:

03/18/2016

APPROVED BY:

Chief Steve Kelly

This Operating Procedure shall take effect immediately and shall remain in effect until superseded.

PURPOSE

Establish an Operating Procedure (OP) for responses to a fire alarm activation within any building located in Miami Township.

These are not rules, but Procedures to be used under the best of conditions with the optimum resources available. It is important to note that judgment and discretion must be used on all functions, activities and operations of the department.

SCOPE

This Procedure applies to any incident involving a fire alarm activation within a building without evidence of an actual fire.

The standard response for a fire alarm activation, residential or commercial, will have an engine and a Miami Township Fire and EMS (MTF&EMS) tower dispatched. In the absence of the Tower, an engine will be dispatched instead.

PROCEDURES

A. Command

1. Establish Incident Command (IC) per the *Incident Command Operating Procedure #301*.
2. The District 26 supervisor or other command personnel will proceed to the scene unless cancelled by an on-scene company.
3. Other arriving command personnel shall assume IC upon their arrival if not already done so.
4. The Incident Commander shall remain in a strategic and tactical position on the outside of the building. Only upon request of an interior company will the Incident Commander make access into the building.
5. If not already done by the first due company, a 360-degree walk around shall be done by a later arriving company or the Incident Commander.

B. First Due Engine Company

1. Engine apparatus shall normally be positioned on the Alpha/Bravo or Alpha/Delta Corner, but in a way that does not hinder the positioning of the aerial apparatus.
2. If the fire alarm activation involves a residential occupancy, the company officer shall complete an initial size-up and thorough on-scene report over the primary channel. A 360-degree walk around and additional details shall be given over the assigned fire ground channel.
 - a. A 360-degree walk around may not be feasible for buildings that are very large in nature and may need to be accomplished by another arriving unit. An attempt shall be done to at least see three side of the building.



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3. The company officer shall ensure that the Incident Command System (ICS) is established.
 - a. If no command officer is on the scene, the company officer shall assume the role of the Incident Commander. This may be in the Investigative Mode.
4. The engine company will make access to the building to access the fire alarm panel.
 - a. The company will proceed to investigate with PPE, SCBA and necessary tools and/or equipment that are normally required to complete this assignment.
 - b. The company must notify any in-coming companies of the alarm status on the assigned fire ground channel as soon as can be accomplished.

C. Second Due Company

1. Level-one stage and await assignment.

D. Fire Alarm Cancellations

1. When a fire alarm response is cancelled due to situations such as, "proper code received," "child pulled the alarm," etc., the first due apparatus must continue the response and perform an investigation.
2. A situation of "Nothing Showing" does not qualify as a proper and thorough investigation.
3. The first due MTF&EMS company officer shall confirm the nature of the incident with a proper and thorough investigation before any companies are staged or canceled.